

POLICE AND CRIME COMMISSIONER FOR BEDFORDSHIRE

STRATEGIC BOARD MINUTES

Recorded 16 December, 2019

Confirmed with	Kathryn Holloway, Police and Crime Commissioner (KH) <i>Chair</i>
	Garry Forsyth, Chief Constable (GF)
	Gavin Hughes-Rowland, Staff Officer (GHR)
	Trevor Rodenhurst, Deputy Chief Constable (TR)
	Jacqueline Sebire, Assistant Chief Constable (JS)
	Zara Brown, Chief Inspector, Staff Officer (ZB)
	Phil Wells, Assistant Chief Officer (PW)
	Clare Kelly, Chief Executive, OPCC (CK)
	Flaminia Romita, Constable, Crime
	Susie Moid, Temporary Executive Personal Assistant (minute taker)

1. Minutes of last meeting from November

These were agreed as final version after spelling changes.
Rolling tasks updated and on action log.

2. OPCC Updates and formal requests to the force

A. MOU for the PCC Elections

MOU document prepared by CK – would be welcomed if the Chief Constable could sign this document, which shares key points and approaches to the PCC election process of 2020.

One of the key events will be Robin Porter doing a pre-nomination brief. Clare has put in some workshop dates and is drafting agendas. She is trying to establish what candidates require so everything is in one place and transparent. Everything will be hosted on the OPCC website, along with a live log. CK has asked that any requests from candidates are sent to her so they can be added.

GHR asked if the OPCC could advise candidate names. CK said that we will know formally on 10 April. Purdah commences on 23 March when no photographs should be taken with any candidates, nor any statements put on social media in relation to the candidates.

The PCC said it is important that there is clear instruction on how BCH operates and what all the roles and functions of the Exec are. How Beds, Herts and Cambs offices work together, and the Eastern Region.

CK advised to treat candidates as any other member of the public – they do not have/get any other special requirements. We can say refuse if they ask too much from operational policing.

Diary invite on 14 May has gone to the Executive for a welcome meeting with the new PCC.

CK confirmed in response to PW query around Purdah – that during this period, the PCC can carry on with existing decisions, but not make any new decisions. Anything before Purdah that can be progressed, will be classed as BAU - if it's to do with the Chief and Crime Plan. They cannot undertake any long standing commitments. For example, the day of purdah, something that would be expected to last over two years could not be put in front of the Commissioner.

PW asked if in terms of the custody build – if there are decisions that need to be made in April, could the PCC continue to make decisions as long as they did not deviate from the plan– CK confirmed this and as long as they were put in front of us in this time period. But not if things would be dramatically changed.

Action OPCC to invite all the Force Executive to the PCC's *Four Years On* event

Action OPCC to share full 2020 event list with Force Executive

Action CC to offer the OPCC a summary of important business as usual as well as special projects to the OPCC for inclusion in the new PCC plan. The OPCC will need this written and to be in a format that is not sensitive or restricted by January 16th

B. Cambridgeshire OPCC change of PCC

The Cambridgeshire Police and Crime Panel has confirmed Ray Bisby as their new Commissioner.

B. Request for January Strat Board

1. Recurring papers as usual
2. Update on Enquiry desks, communications of operating hours
3. VERU and Serious Violence Funds

3 CC Update

A. Verbal update from the Chief on items he wishes to formally notify the OPCC

CCTV in Luton - Custody for Luton was discussed.

CC confirmed all of the cells were covered.

ACTION: CC to update the January Strategic Board on how the December launch of the new CCTV at Luton has gone, and how is testing.

Letter from Luton Council from Parliamentary candidates of Luton South renouncing their support for Prevent. The Chief Constable is going to speak with the Council and the Council of Mosques.

The PCC asked for a full note to be recorded of her profound disapproval for what she sees as overt politicking over such important issue as keeping young people safe in this county – and that she was particularly pleased that there will now be an intensive re-education/education programme with those politicians who have not been close to Prevent in the past, and also interested organisations.

4 Efficiency

A. Data Protection

The DCC explained that he had a personal briefing from Kevin Sharpe on this. We are essentially in a fairly good place. One of our challenges is around training of staff which people will have seen on the intranet and correspondence that went out last week from DCC.

Policy compliance – we have had to review this process and ensure we are compliant. We have 168 policies in Bedfordshire; Herts have got 20 and most of those are referenced in APP. DCC said that is a way forward for us – as 20 is much less of a challenge for us.

ACC didn't want to scrap policies without making sure there were arrangements available for officers in place.

CK confirmed that the FCC compliance has improved.

Data breaches – no significant data breaches. Dealing with fairly low level issues. More concerning is duplication of information in Athena and hopefully not duplicated in our crime figures. DCC said we will be tracking that through other boards.

B Custody Build Action plan (PW)

Overall requirements of custody block that the CC has been walked through – which we think covers everything we can think of, to make sure what we are building is future proofed. The planning mission is being progressed latest by middle of January.

PCC – would like to go to the planning meeting to speak when this comes up.

Action For ACO Wells to inform the OPCC of when the next planning meeting is that the PCC is required for

No specific updates on Estates. Meeting with Lorraine needs to be set up.

Action for ACO Wells to set up bi-weekly estates meeting with PCC

The PCC noted that at the planning meeting she attended officers and council members were not clear on the view of the architectural liaison officer or if he was employed by the Force or Council.

Action for ACO to write to all members of the planning committee to explain the role of the architectural liaison.

Action: PW to offer assurance to the PCC that all section 106s are being explored and when is the lead for this in Force?

Action: David Old to issue a joint communication on custody build between CC and PCC

PW said it might be sensible if CC & PCC put something out to the Force on what is happening with custody. CC confirmed they would do a joint communication.

PCC wonders if briefing for future candidates for various ongoing aspects of work. We have covered the generic, but we have not covered the handover point. Starting to think about all the on-going business that they will need to be briefed on is important.

5. Effectiveness

A. Crime performance figures and comparisons

PCC asked the ACC what is being done to retain officers to reduce attrition in CAVAA. JS confirmed we have a yearly screening process, but we also drop in surgeries and bespoke training. The officers are very grateful for the support. The number one planning priority is that there is a pipeline to alleviate the pressures.

Rape:

JS said there is an upward trend in the solved rate. Last year our solved rate was 2% this year it is up to 6%. The team has a higher than average conviction rate.

ACTION: ACC to decide on where team 7 sit, but the PCC would like them to be based in the new SARC.

Crime in advancing years:

JS: Did conducted an internal audit on 100 crimes. In the main safeguarding done – charging more than you would expect. ACC is content in our approach. Some of the key issues found were in referrals through Signpost. Fraud remains one of our biggest issues. As long as Safe Guarding is put in place and where there are options, we will investigate, but a lot of that will go through Action Fraud. One of the recommendations from PBB was to have an elderly crimes unit within CAVAA. Happy with prioritisation so can give reassurance around that and education, but as a Force, we need to do more work around reassurance with referrals.

PCC said that Age UK has about £1 to spend in this region, and if we are going to do Anti-Fraud education they would be ideal to approach for funding to get off the ground.

Action ACC to approach Age UK to see about them supporting work in Bedfordshire for the elderly victims of crime.

ACC said that the NCA are running Op Otello and invited her to take part in a week of action – but has declined to take part as she feels it should be included as daily business.

B. Audits

Health and Safety:

TR confirmed we have had the audit and there are measured we need to ensure are complete. Essentially, in the breakdown of the key issues – we have not had the right people in the right posts for a long time. We have had contractors in with no overarching plan. We now have Fiona Nunn as the tactical lead for H&S for BCH. She has just finished recruiting for the outstanding posts – so we now have the right people and expertise in the right roles. We now have the right overarching plan. Nevertheless, we had the audit with low assurance.

ACTION: PCC has asked the DCC to bring back progress on Health and Safety to the Feb Strat Board where we are on it and in particular the numbers for those going through training.

VCOP

The audit on VCOP produced low assurance. There were two high, two medium and one low findings of improvement for VCOP. The Force and OPCC acknowledge this is not where we want to be and are committed to improving this. The following was agreed as action.

- 1- The recording issue belongs to Signpost and as part of the post implementation review an action in the process model will be added to ensure a review date reminder is built in, so Victim Care Co-ordinators can keep on top of the recording of their follow ups.
- 2- The IVNA assessment is something the initial Officer has to complete. However it is often the Victim Care Co-ordinator that would see that an IVNA is not complete. Therefore, it is agreed that the VCC will chase the original officer to complete the IVNA, and not have the VCC complete the IVNA, or there is the risk that Officers may become reliant on the VCCs doing all their IVNAs. The Force and Signpost will jointly own this action.

- 3- The referral issue where the auditors found that there was no opportunity for victims to take up the offer of support after they have initially said no, will be mitigated with an addition to the post implementation review of Signpost where the text and email facility (currently used by the FCC) could be used for VCCs. The current letter writing is time consuming and is proving non-effective with a vast proportion of service users. Therefore, using alternatives that victims have already logged as their preferred contact is far more desirable.
- 4- The issue of updating a victim every 28 days is one that has existed for some time and is a national issue. There is a thought that with Athena, an Officer may be updating one log and other crimes are linked to that log, but wouldn't have the victim update automatically put on each connecting crime. The Force will explore this.
- 5- The updating of a victim after a significant event is one the Force will own and will work to establish what specific events are not triggering a contact.

Action: The ACC will update the February Strategic Board with an update on Force owned actions reference VCOP and the Signpost updates will come to the February Strategic Board jointly from the Force and OPCC.

Signpost Performance Framework

Options will come back to Board in January.

Recruitment:

Adverts are out for all the vacancies we have.

Target to get recruitment finished.

Policies and processes remain amber – as policies are not being adhered to or we wouldn't of achieved low on the audit. They need to be re-communicated to the team and partners.

VERU

It Was accepted that there was no written brief this month as the PCC has met with the VERU and the Chief Executive had attended the partnership meeting.

JS had a very positive conversation with Lynn after the visit to the VERU.

She said our approach is different form all other national approaches. They are excited about the exploitation work we are doing.

Action: ACC to invite the Policing Minister to VERU and ERSOU

Action: ACC to ensure the VERU team are meeting all return dates and OPCC are offered assurance this is complete as the Grant Sponsors.

6. Leadership and Culture :

CC complaints:

There were no new formal complaints or updates.

Culture:

PW – For exit interviews we are about to recruit two people into the team that will look at this. This will come back to the Feb Board.

7. Reporting against the Police and Crime Panel

The Force have been logging against the Police and Crime Plan however the OPCC feel the Force and OPCC are more advanced than the updates allow.

Action Clare to work with Continuous Improvement on logging against the Police and Crime Plan.

8. Quarterly reporting

Draft Budget

We are unsure what will come out in terms of settlement.

We think we will get all the uplift for all of the officers and the support associated with the recruitment of those. The Police and Pension grant – we don't envisage an increase in that. We have planned all the way through on a 2% Council Tax increase. There is a push for us to ask for more.

We have assumed pay awards – a BCH assumption is that it will drop down to 2% in 2020.

Because of our financial situation – we have backened the costs rather than front ended them – hence the lower costs in 2021.

Scenario 1

With £24 increase in Council tax. If we continue we would grow our officers to 74 increase by 2021 over and above those done so far. So 120 – would be 174. Assuming our turnover is 100. That is our drive – to deliver uplift plus 20.

We will be able to do the 74

Scenario 2

Exactly the same as Scenario 1 but with 2% increase in council tax.

We can still do that but there will be a 1.9m gap and will need to reduce officers

Scenario 3

Same as 2 but how we bridge the gap

If we do further reduced service levels – staff rather than officer based and reduce PCSO numbers by 18 in 2021

Scenario 4 & 5

If we only go with 20 officers outside of uplift.

Still have a gap but we can balance the books

PCC said it was a no brainer to go with the 24, but we cannot make any decisions at the moment.

Potential impact on officer numbers – excluded the 18 we got

If we were given £24 council increase.

9. AOB

Outstanding suspects.

JS & DCC have done work on this – as of Friday our total o/s warrants were 1277. Our allocated ones are 383 awaiting finalisation. This has halved since three or four years ago. We have a good churn, but what we are seeing an increase in the level that we have had to deal with.

PCC expressed concern at the increase from last year when it was around 600.

Force have set a new process in place.

Of note – we have 100 Cat A's outstanding that we are most concerned about. JS confirmed that she has done a review of those and also they have 82 licenced recalls that have not been classified yet.

PCC said that she sees this as a straightforward community safety feature, if we cannot afford a warrant officer through the force – she would like to suggest that we at least make an application to her for a warrant officer post or posts before 10 January.

DCC said that force will have the conversation outside and will get back to the PCC.

Action for the Force to establish if a warrants officer is required in Force.

VERU

PCC was asked how long it would be before VERU was treated as BAU? PCC said it would be needed to be funded for a generation (25 years) for anyone to see the full effects of whether it had been successful or not.

ACTION: For the Force to include the major events over next few years where training will need to be strategically planned.

**Next meeting: 11.00am - 16 January 2020 - Executive Conference Room
Papers to be shared no later than 9th January.**